

## Instructions for downloading and extracting your 2006 i-STEPS files

Contact Maine DEP for your facility's file name and password. Call (207)287-7036 or e-mail [emissionsinventory@maine.gov](mailto:emissionsinventory@maine.gov).

Step 1. Open your web browser (Internet Explorer, used in this example) and type <ftp://ftp.state.me.us/pub/dep/2006ISTEPS/> in the Address bar. Click **Go** or press <Enter>.

Step 2. You should see a long list of self-extracting zip files with .exe file extensions. **If you received an error message prompting you for a password, select File > Login As...** Check the box next to "Login anonymously" and click **Login** (Figure A).

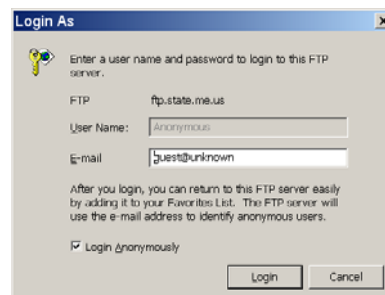


Figure A: Anonymous Login

Step 4. Right-click on your facility's file. Select **Copy to folder...** (or **Save Target As...**).

Step 5. In the dialog box, select a location to save the file. We recommend that you save the file to your **Desktop**. Click **OK**.

Step 6. Go to your **Desktop** and double-click on your facility's self-extracting zip file. The WinZip Self-Extractor Program will start and a dialog box will open up (Figure B). The default download location has been set to **C:\06import\**. We recommend that you use the default location. If you choose to use a different download location, keep the path and folder name to eight characters or less with no spaces. Click **Unzip**.

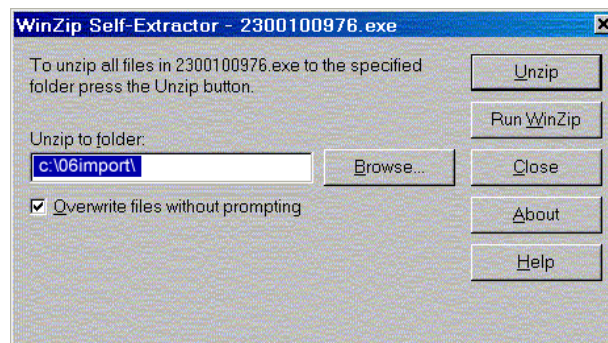


Figure B: WinZip Self-Extractor

Step 7. You will then be prompted for the password. In the box, type the password provided (Figure C). Click **OK**.

Step 8. The files are extracted into **C:\06import\** or other file location. Close the WinZip Self-Extractor program. You're now ready to import the data into Satellite i-STEPS. For directions on importing data into i-STEPS, please visit our website at <http://www.maine.gov/dep/air/emissions/isteps-howto.htm>.

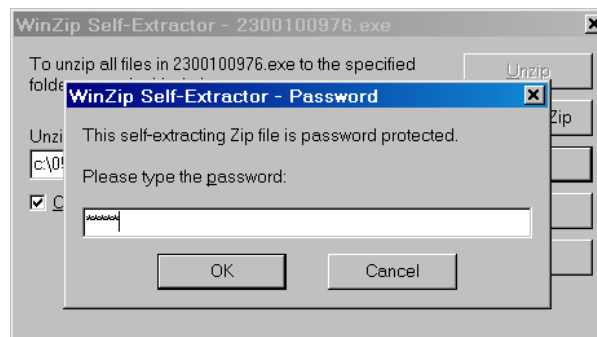


Figure C: Enter the Password Provided